

CALIFORNIA POLYTECHNIC STATE UNIVERSITY
San Luis Obispo, California 93407
ACADEMIC SENATE

Minutes of the
Academic Senate Meeting
Tuesday, June 2, 2015
UU220, 3:10 to 5:00pm

- I. Minutes: none.
- II. Communication(s) and Announcement(s): none.
- III. Reports:
- A. **Academic Senate Chair (Laver):** President Armstrong passed along a letter from Long Beach which states that a Board of Trustee's member, Steve Glazer, has been elected to the California State Senate and will step down from the Board of Trustees.
 - B. **President's Office:** none.
 - C. **Provost:** none.
 - D. **Vice President for Student Affairs:** none.
 - E. **Statewide Senate (LoCascio):** LoCascio reported on his meeting to discuss the minimum mathematics requirement for STEM majors in the CSU.
 - F. **CFA Campus President:** none.
 - G. **ASI Representative (Sullivan):** The ASI Board of Directors held their last meeting of the year. A resolution was also passed at the meeting in support of all-gender bathroom across campus. College Club Councils may now apply co-event sponsorship funding from ASI. The Student Success Fees were able to open 1,120 sections on campus, 38,000 new seats in classes, and hire 38 new faculty.
- IV. Special Reports:
- A. **Yearly Program Review Summary:** Mary Pedersen, Vice Provost for Academic Programs and Planning, gave a summary on the campus program review process. The program review cycle and what programs do during their review were explained to the Academic Senate.
 - B. **Update on the Implementation of Office 365:** Michael Green, ITS, gave an update on the ongoing implementation of Office 365 to replace Zimbra. The migration scheduled to take place this month, after grades are due, was explained.
- V. Consent Agenda:
- The following course was approved by consent: ENGR 101 Engineering Student Success (1).
- VI. Business Item(s):
- A. **Resolution Requesting that Chancellor Tim White Undertake a Prompt Review of Cal Poly, SLO Governance:** Wyatt Brown, CAFES Senator, presented a resolution that asks outside authority from the Chancellor's Office to review and make recommendations on Cal Poly's governance. M/S/P to move this resolution to a second reading. M/S/P to approve the Resolution Requesting that Chancellor Time White Undertake a Prompt Review of Cal Poly, SLO Governance with the following amendment:

Line 1 WHEREAS The Academic Senate has the right to present to the Chancellor or the Board of Trustees of the CSU any matter pertaining to the conduct and welfare of the University.

- B. **Resolution on Modification of Retention of Exams Policy:** Jonathan Shapiro, Fairness Board chair, spoke on a resolution that modifies policy to require professors to retain assignments and projects for two full quarters. M/S/P to move this resolution to a second reading. M/S/P approve the Resolution on Modification of Retention of Exam Policy.
- C. **Resolution to Revise the Periodic Review Guidelines for Campus Centers and Institutes with Academic Affiliations:** Rafael Jimenez-Flores, Research, Scholarship and Creative Activities Committee chair, spoke on a resolution that replaces the *Program Review Guidelines for Campus Centers and Institutes with Academic Affiliation* with the *Periodic Review Guidelines for Campus Centers and Institutes with Academic Affiliation*. M/S/P to move this resolution to a second reading. M/S/P to move the Resolution to Revise the Periodic Review Guidelines for Campus Centers and Institutes with Academic Affiliations
- D. **Resolution on the Binding Nature of College and Department Personnel Policy and Criteria Statements:** Gary Laver, Academic Senate chair, presented a resolution that states that personnel policy and criteria be considered fully binding and that any process to change from one to another should involve faculty. M/S/P to move this resolution to a second reading. M/S/P to approve the Resolution on the Binding Nature of College and Department Personnel Policy and Criteria Statements
- E. **Resolution on Faculty Involvement in the Development and Articulation of Faculty Salary Adjustment:** Ken Brown, Faculty Affairs Committee chair, spoke on a resolution by the Faculty Affairs Committee that endorses the report regarding salary equity for Cal Poly faculty. M/S/P to move this resolution to a second reading. M/S/P to approve the Resolution on Faculty Involvement in the Development and Articulation of Faculty Salary Adjustment.
- F. **Resolution on Cal Poly Internship Policy:** Dustin Stegner, Instruction Committee Chair, presented a resolution asking the Academic Senate to endorse a new internship policy in response to Executive Order 1064, which states that all CSU campuses must articulate their internship policy. M/S/P to move this resolution to a second reading. M/S/P to approve the Resolution on Cal Poly Internship Policy.
- G. **Resolution on Revising the Criteria for the Distinguished Scholarship Awards:** This item was not discussed and will return fall 2015.
- H. **Resolution to Add the Function of Task Forces:** This item was not discussed and will return fall 2015.
- I. **Resolution on Proposal to Establish a Master of Science in Business Analytics:** Sanjiv Jaggia, Associate Dean Graduate Programs, presented a resolution that proposes the establishment of a new Master of Science in Business Analytics program. M/S/P to move this resolution to a second reading. M/S/P to approve the Resolution on Proposal to Establish a Master of Science in Business Analytics

VII. Discussion Item(s): none.

VIII. Adjournment: 5:00 pm

Submitted by,



Alex Ye
Academic Senate Student Assistant



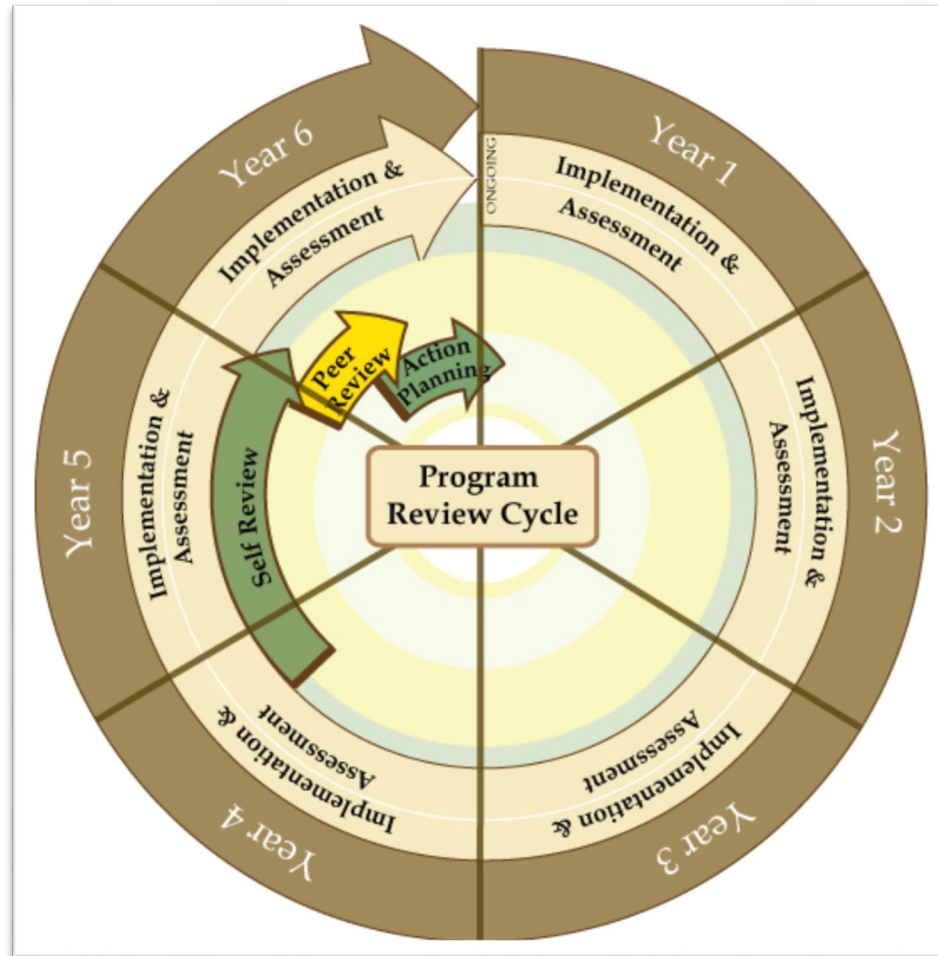
Report on Program Review & Assessment

Mary Pedersen, Academic Programs & Planning

June 2, 2015

Program Review Cycle

At Cal Poly, we practice a continuous cycle of review and assessment. For most programs it is a 6-year cycle; for some accredited programs it is a 5- or 7-year cycle.



Summary for 2013-14 Academic Year

- ▶ 11 programs completed the program review cycle during AY 2013-14.
- ▶ 25 programs began or continued the process of program review during AY 2013-14.
- ▶ See handout for further details.

PLO Assessment Trends

The following four trends can be seen in program-level assessment

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1. Range in quality of assessment plans

- ▶ Assessment plans still range from well-developed to vague and limited.

2. Growing use of direct assessment methods

- ▶ Several kinds of direct methods utilized rubric scoring to evaluate senior projects, field work, and juried performances.

The following trends can be seen in program-level assessment

3. Reviewer recommendations

- ▶ External reviewers sometimes recommended that programs use existing data more effectively in order to close the loop.

4. Revision of PLOs

Several programs have worked on revising or refining their PLOs by:

- ▶ Stating them more operationally (i.e. using action verbs), making them more readily measurable.
- ▶ Reducing the number of them, making the cycle of assessment more manageable.

Best Practices

The following two examples showcase best practices within assessment

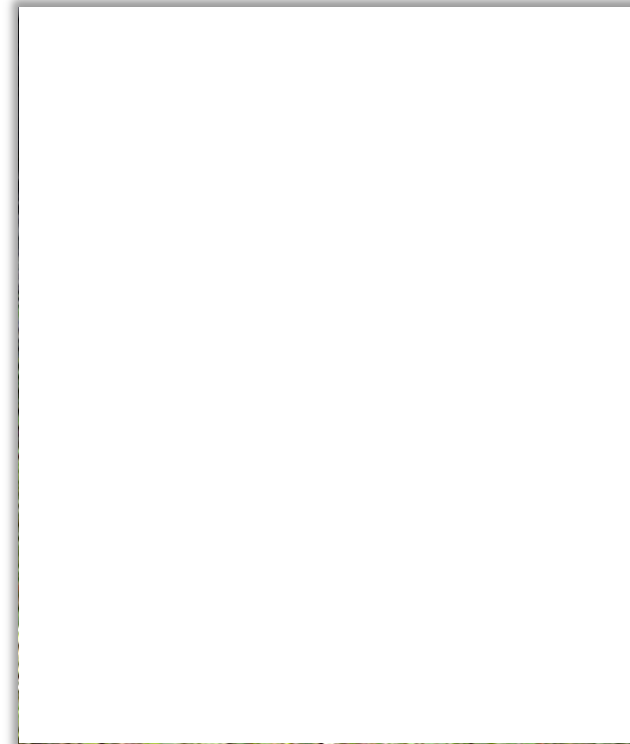
Modern Languages & Literatures

- ▶ The use of rubric scoring of capstone senior projects revealed both strengths and weaknesses in their students' learning.
- ▶ Among several other improvements, MLL rewrote all intermediate-level courses to increase emphasis on cultural understanding and critical thinking in order to close the loop.



Environmental Management & Protection / Forestry & Natural Resources

- ▶ The EMP and FNR programs conducted several direct assessments including trend analysis of student learning (NR414); a rubric scoring of written communication, technical knowledge and problem solving (NR315); and a rubric scoring of senior projects (NR416).
- ▶ Other assessment methods used included a pilot of a new Employer Survey, administered by Career Services, and a Graduating Student Survey.
- ▶ Triangulation of findings indicated a “highly developed” correlation between expected learning outcomes and graduate/employer responses.
- ▶ Two improvements included developing technical writing standards for students in NR 414 and NR 465, and the revision of a Senior Project assessment rubric.





Questions or Comments?